

WILLIAM RAINEY HARPER COLLEGE
34 West Palatine Road
Palatine, Illinois 60067

AGENDA
March 28, 1968

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Approval of Disbursements
 - A. Bills Payable
 - B. Payroll, March 1-15, 1968
 - C. Part-time Teacher's Payroll, February 5 - March 15, 1968
 - D. Estimated Payrolls, March 16 - April 15, 1968
- V. Communications
- VI. Unfinished Business
- VII. New Business
 - A. Recommendations on Adjustments and/or Promotions in Rank (Exhibit A)
 - B. Recommendation - Faculty Salary Schedule (Exhibit B)
 - C. Recommendation - Budget Amendment (Exhibit C)
 - 1. Budget Revision of Duplicating Department Equipment
 - 2. Administrative and Physical Education Remodeling Project
 - D. Other
- VIII. President's Report
- IX. Adjournment

March 22, 1968

OFFICE OF THE PRESIDENT

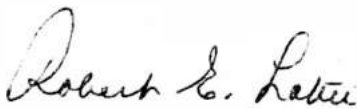
BOARD OF TRUSTEES

Dear Trustee:

Enclosed is the Agenda and supporting information for the regularly scheduled Board meeting to be held Thursday, March 28, 1968, 1200 West Algonquin Road, Palatine, Illinois at 8:00 P.M.

I shall look forward to seeing you on Thursday at eight o'clock in the evening.

Sincerely,



Robert E. Lahti
President

jal
Enclosures

WILLIAM RAINEY HARPER COLLEGE
BOARD OF JUNIOR COLLEGE DISTRICT 512
COUNTIES OF COOK, KANE, LAKE, AND McHENRY, STATE OF ILLINOIS

Minutes of the Regular Board Meeting of Thursday, March 28, 1968

CALL TO ORDER: The regular meeting of the Board of Junior College District No. 512 was called to order at 8:05 p.m., March 28, 1968, at the Harper College Data Processing Center, 1200 West Algonquin Road, Palatine, Illinois. by Chairman Haas.

ROLL CALL: Present: John Haas, James Hamill, Milton Hansen, Roy Hutchings, Richard Johnson and Jessalyn Nicklas

Absent: John Kuranz

Also present: Dr. Robert E. Lahti, Joseph Clouser, James Harvey, Robert Hughes, Larry King, William Mann, Thomas McCabe, H. Pankratz, John Thompson, and John Upton, Harper College; Frank Hines, Board Attorney; Ralph P. Klatt, Des Plaines "Suburban Times;" Kathy Gosnell, Paddock Publications; Betsy Brooker, Day Publications.

MINUTES: Member Johnson moved and Member Hutchings seconded the motion to approve the minutes of the Adjourned Board Meeting of Tuesday, March 19, 1968. Motion carried unanimously.

APPROVAL OF DISBURSEMENTS: Member Johnson moved and Member Hutchings seconded the motion to approve for payment the Bills Payable as of March 28, 1968, as follows:

Educational Fund	\$19,423.34
Building Fund	3,064.83
Site and Construction Fund	<u>9,237.54</u>
	<u>\$31,725.71</u>

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen, Hutchings, Johnson and Nicklas

Nays: None

APPROVAL OF
DISBURSEMENTS
(Cont.)

Member Johnson moved and Member Hutchings seconded the motion to approve for payment the Payroll of March 1-15, 1968, in the amount of \$45,536.73; the Part-time Teachers' Payroll of February 5 through March 15, 1968, in the amount of \$14,037.50; and the Estimated Payrolls, March 16 to April 15, 1968, in the amount of \$116,000.00; with the provision that the three checks issued to Susan Neu on the March 1-15 Payroll be investigated and reported back to the Board.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen,
Hutchings, Johnson and Nicklas

Nays: None

Member Hansen moved and Member Hamill seconded the motion to authorize W. J. Mann, Dean of Business, to approve the following construction payouts:

L.K.Comstock-Gibson Electric Co.	\$27,425.41
Caudill, Rowlett & Scott	11,591.99
Caudill, Rowlett & Scott	3,006.05

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen,
Hutchings, Johnson and Nicklas

Nays: None

FINANCIAL
STATEMENTS:

Dr. Lahti called the Board's attention to the Site and Construction Fund, pointing out that this is now on a project basis and completely up-to-date; that it not only provides an historical record but also a projected estimate of the total construction program.

Dr. Lahti expressed concern that the bond issue sold to raise the local share of campus construction costs did not include funds for initial moveable equipment. A discussion followed on the inadequacy of the construction fund reserve for full funding of

FINANCIAL
STATEMENTS:
(Cont.)

initial moveable equipment and possible solutions through state legislation. Chairman Haas asked Mr. Mann to explain a Working Cash Fund, and the benefits and advantages to the college in setting up such a fund.

The Chairman then requested that Mr. Hines, Board Attorney, together with Mr. Mann, work up possible suggestions for legislation in the following areas: provide for a tax levy for a Working Cash Fund; consider a possible minimum levy that could be adopted by the junior college districts without referendum; and, the establishment of a date for determining FTE as far as state aid is concerned by advancing the date where it is in conformity with higher education in the state. Member Hamill expressed surprise that addresses of candidates for election to Board of Trustees are shown on the ballot, and suggested this area be investigated for legislation.

COMMUNICATIONS:

Secretary Nicklas read a letter from Miss Karen Bock thanking the Board of Trustees for awarding her the Trustee Scholarship.

A letter was received from the Assessor in Schaumburg Township informing the Board of the Township Meeting on April 2, 1968, at which it is planned to ask that \$6300.00 be allocated for an aerial survey of Schaumburg Township. The letter explained the purpose of this survey and the benefits to the taxing bodies.

Member Johnson moved and Member Nicklas seconded the motion that the Board support the use of township funds for an aerial survey of Schaumburg Township.

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen,
Hutchings, Johnson and Nicklas

Nays: None

Chairman Haas asked that the administration write a letter to Mr. Powers, Schaumburg Township Assessor, indicating the action of the Board in supporting his position.

COMMUNICATIONS:
(Cont.)

Secretary Nicklas informed the Board that she had received a letter from Rock Valley College with suggestions for improvement of the association, and making the suggestion that many of the colleges join again in increasing the institutional dues. Mrs. Nicklas informed the Board that at an association meeting the dues were increased from 30¢ FTE to 50¢ FTE with same base.

Dr. Lahti stated a letter had been received from the League of Women Voters in Palatine concerning their monthly forum late in April. He stated that the Trustees will be contacted to find out who would like to attend.

UNFINISHED
BUSINESS:

None

NEW BUSINESS:
Recommendations on
Adjustments and/or
Promotions in Rank

Dr. Lahti discussed the procedure for evaluation pointing out that, with the exception of meeting the dates, the promotion policy set by the Board had been followed. Dr. Lahti recommended that Roy Sedrel and John Upton be given the rank of Assistant Professor, stating these promotions would become effective with the start of the next fall semester. Dr. Lahti also recommended that adjustments be made for Charles Falk to the rank of Assistant Professor and Rosario DePalma to the rank of Associate Professor.

Member Hamill moved and Member Johnson seconded the motion that the following promotions and adjustments be approved:

Promotions: Roy Sedrel - to Assistant Professor
John Upton - to Assistant Professor

Adjustments: Charles Falk - to Assistant Professor
Rosario DePalma - to Associate Professor

Upon roll call, the vote was as follows:

Ayes: Members Haas, Hamill, Hansen,
Hutchings, Johnson and Nicklas

Nays: None

Dr. Lahti informed the Board that any monetary considerations would be arrived at independently from these Promotions and Adjustments, and the administration will prepare such recommendations for the Board.

NEW BUSINESS:

Recommendation -
Faculty Salary
Schedule

Member Johnson moved and Member Hansen seconded the motion that the Board approve the adoption of the Interim Salary Program for the College Year 1968-1969, Roman Numeral I, as presented.

Member Nicklas stated she recognized the contributions made by the faculty, and that she felt the schedule itself--the ranges as presented--did reflect the kind of thinking the college has. She went on to say, however, that if this was to be the published range, she felt the Board should consider the interests of other colleges and the State Board. Member Nicklas stated the \$8,000 base would work a hardship with the family of colleges Harper works with and the State Junior College Board. She declared that changing the base would not really affect the existing faculty.

Member Nicklas moved and Member Hamill seconded the motion to amend the previous motion to lower the base salary of an instructor from \$8,000 to \$7,600.

Member Hamill commented on the excellent faculty of the college. He stated from a public relations standpoint the \$8,000 base would be a mistake, not only on a local level but on a state level as well. He pointed out that the college had no problem in hiring people last year or this year. Member Hamill stated he felt the college would again be accused of being a gold-plated junior college, and that this is the kind of statistic which is really meaningless as the college does not hire anyone at this salary--they usually hire experienced staff.

Member Johnson suggested considering doing away with a starting base and simply saying up to \$12,500 for an instructor. Member Hansen asked members of the faculty committee to express their ideas on this suggestion.

Mr. Larry King stated that the faculty committee did not doubt the good faith of the current Board, but pointed out that if the Board eliminated a base there would be no guarantee in future years that there would be any base.

Member Hutchings pointed out that, if the college did have the highest base in the state, it should help to get the best faculty.

NEW BUSINESS:
Recommendation -
Faculty Salary
Schedule (Cont.)

Member Johnson stated he wanted to make it clear to the Board that he would vote against the amendment to the motion, pointing out that the \$8,000 base was the figure arrived at after due deliberation and that he was satisfied the Board would be making the right step. He added he recognized the point Member Nicklas was making as a consideration. Member Hutchings agreed with Member Johnson.

Upon roll call on the amendment, the vote was:

Ayes: Members Hamill and Nicklas

Nays: Members Haas, Hansen, Hutchings
and Johnson

The Chairman asked if there were any further discussion on the original motion. There was none.

Upon roll call, the vote was:

Ayes: Members Haas, Hansen, Hutchings
and Johnson

Nays: Members Hamill and Nicklas

Member Hansen moved and Member Johnson seconded the motion to adopt Roman Numeral II, under Interim Salary Program, as presented recommending the salary schedule for part-time, temporary and summer school be increased by \$50.00. A discussion followed.

Upon roll call, the vote was:

Ayes: Members Haas, Hamill, Hansen, Hutchings,
Johnson and Nicklas

Nays: None

Member Johnson moved and Member Hamill seconded the motion that the Board approve the adoption of Roman Numeral III, under Interim Salary Program, as presented, concerning the distribution of surplus funds remaining after the close of summer school, with the addition of the words "up to the level of the adopted academic schedule" at the end of the first sentence.

Member Hansen stated he felt the Board should have the advice of the Board Attorney as to the legality of this procedure.

NEW BUSINESS:
 Recommendation -
 Faculty Salary
 Schedule (Cont.)

Chairman Haas asked Mr. Hines for his comments. Mr. Hines he would like to check into this procedure.

Pending Mr. Hine's investigation, Member Johnson withdrew his motion and Member Hamill withdrew his second to the motion for approval of Roman Numeral III, under Interim Salary Program as presented.

Member Johnson stated that this salary program was a distinct departure from the original schedule that was set up. He went on to say that notice should be drawn to the fact that this is an interim schedule, with the understanding that the faculty will submit an acceptable evaluation system compatible with faculty rank in higher education. It must be discussed again next year, this is no change from original intent of this Board--that they want a merit system. It reflects theory in the mind of the Board.

Member Nicklas also discussed the original plan of the Board, stating that though there is a change in mechanics, the intent of the Board from the very beginning was to show evaluation, and evaluation is what they intend to stay with. Mrs. Nicklas went on to say that the Board would hope anyone connected with Harper College would review the Board philosophy of evaluation and as they are offered a contract to join the college, or sign their second year's contract, should there be disagreement with the philosophy, perhaps the concerned individuals would not be happy by initiating or continuing their association with Harper.

Budget Amendments

Member Hamill moved and Member Hansen seconded the motion to approve the following budget transfers:

That \$3,000.00 from account no. 501.32 Copying Supplies, and \$2,500 from account no. 508.61 Rental of Equipment, be transferred to account no. 563.0 Capital Outlay, and

That \$17,300.00 be transferred from account no. 563.0 Additional Equipment to account no. 562.0 Conversion of North Stall Area--\$10,700.00, and \$6,600.00 to account no. 506.15 Maintenance Staff.

NEW BUSINESS:

Budget Amend-
ments (Cont.)

Upon roll call, the vote was:

Ayes: Members Haas, Hamill, Hansen, Hutchings,
Johnson and Nicklas

Nays: None

Other

None

PRESIDENT'S
REPORT:

Dr. Lahti reported on a meeting with Gerald Smith on redistribution, stating the date was extended from September 1, 1968, to June 1, 1969; this being the deadline for getting bids out or accepted, otherwise the money would have to be returned for redistribution. After discussion, the Board asked Dr. Lahti to work for reconsideration of this time schedule, as they felt the June 1, 1969, date was too late.

Dr. Lahti asked the Board to remain in session and meet in executive session to discuss administrators' salaries.

Member Nicklas moved and Member Johnson seconded the motion that the Board meet in executive session to discuss administrators' salaries.

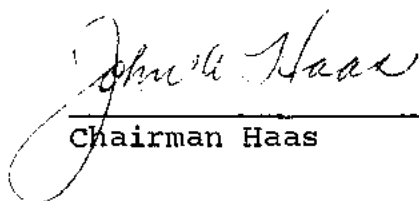
Member Hansen asked for legal opinion on executive session. Mr. Hines advised the Board they had the right to meet in executive session for this purpose.

Motion carried unanimously.

The Board of Trustees went into executive session at 10:40 p.m.

ADJOURNMENT:

The Board reconvened from executive session at 11:03 p.m. Member Johnson moved and Member Hansen seconded the motion that the meeting be adjourned at 11:05 p.m. Motion unanimously carried.


Chairman Haas


Secretary Nicklas

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
PALATINE, ILLINOIS 60067

BILLS FOR APPROVAL
MARCH 28, 1968

I.	BILLS PAYABLE		<u>PAGES</u>
	Educational Fund	\$19,423.34	7
	Building Fund	3,064.83	2
	Site & Construction Fund	9,237.54	2
		<u>\$31,725.71</u>	
II.	PAYROLLS		
	Payroll, March 1 - 15, 1968	\$45,536.73	6
	Part-Time Teachers Payroll, February 5 - March 15, 1968	\$14,037.50	3
	Estimated Payrolls, March 16 to April 15, 1968	\$116,000.00	1

EDUCATIONAL FUND EXPENDITURES -- MARCH 28, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Academic Media, Inc.	Subscription	1-20-501.91	\$ 36.75	7546	\$ 36.75
Addison - Wesley Publishing Co.	Bookstore Stock - Books	1-64-514.40	4.31	7547	4.31
Addressograph-Multigraph Corp.	Offset Duplicating Material	1-30-501.321	140.85	7548	140.85
Allied Electronics Corp.	Instructional Supplies-Electronics	1-533-502.39	27.96	7549	27.96
American Assoc. of Junior Colleges	Want Ad	1-50-502.93	28.50		
American Assoc. of Junior Colleges	Want Ad	1-501-502.93	17.25	7550	45.75
American Friends of Vietnam, Inc.	Subscription - Library	1-59-563.00	3.50	7551	3.50
American Library Assoc.	Library Books	1-59-563.00	9.25	7552	9.25
American Welding Society, Inc.	Library Books	1-59-563.00	24.40	7553	24.40
Appleton-Century-Crofts, Inc.	Bookstore Stock - Books	1-64-514.40	245.28	7554	245.28
Aqueduct Books	Library Books	1-59-563.00	50.70	7555	50.70
Arlington Heights Camera Shop	Photographic Services	1-20-501.33	10.80	7556	10.80
Baker & Taylor Co.	Library Books	1-59-563.00	51.68	7557	51.68
Barrington Press Newspapers	Legal Notice	1-3-501.35	6.00	7558	6.00
Bro-Dart, Inc.	Library Supplies	1-59-502.37	136.20	7559	136.20
Bro-Dart Industries, Inc.	Library Books	1-59-563.00	2,935.06	7560	2,935.06
Brodhead-Garrett Co.	Instructional Supplies-Aluminum Wire	1-533-502.39	22.35	7561	22.35
Wm. C. Brown Co.	Tapes for Ear Training	1-59-502.37	75.00	7562	75.00
Michael Bubel	Travel Expense	1-50-502.72	17.46	7563	17.46
Carousel Travel & Tours	Travel Expense-A. Dolejs	1-3-501.72	35.50		
Carousel Travel & Tours	Travel Expense-Mr. Harralson	1-6-502.72	68.00		
Carousel Travel & Tours	Travel Expense-H. Cunningham	1-501-502.72	35.50		
Carousel Travel & Tours	Travel Expense-K. Andeen	1-502-502.72	100.00		
Carousel Travel & Tours	Travel Expense-J. Birkholz	1-511-502.72	100.00		
Carousel Travel & Tours	Travel Expense-T. McCabe	1-561-502.72	100.00		
Cliff's Notes, Inc.	Bookstore Stock - Books	1-64-514.40	35.53	7564	439.00
Columbia University Press	Library Books	1-59-563.00	11.05	7565	35.53
Rita D'Agostino	Travel Expense	1-40-501.72	11.00	7566	11.05
Rosario DePalma	Travel Expense	1-541-502.72	73.50	7567	11.00
--Void--	-----	-----	----	7568	73.50
DoAll Northern Illinois Co.	Instructional Supplies-Ring Gauges	1-531-502.39	197.28	7569	----
--Void--	-----	-----	----	7570	197.28
				7571	----

EDUCATIONAL FUND EXPENDITURES -- MARCH 28, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Follett College Book Co.	Bookstore Stock-Books & Freight	1-64-514.40	\$895.84	7572	\$895.84
John Gelch	Travel Expense	1-547-502.72	19.00	7573	19.00
General Aniline & Film Corp.	Instructional Supplies-Film	1-530-502.39	36.00	7574	36.00
Gestetner Corporation	Office Supplies	1-5-502.31	19.75		
Gestetner Corporation	Copying Supplies	1-108.33	60.00	7575	79.75
Harcourt-Brace-World, Inc.	Bookstore Stock - Books	1-64-514.40	555.83	7576	555.83
Harris Hospital Supply, Inc.	Nursing Supplies	1-545-502.39	41.17		
Harris Hospital Supply, Inc.	Instructional Equipment-Forceps	1-545-502.39	4.50	7577	45.67
James Harvey	Travel Expense	1-70-502.72	23.30	7578	23.30
Heller Lumber Co.	Lumber	1-60-502.72	1.46		
Heller Lumber Co.	Plywood	1-59-502.37	8.00	7579	9.46
Howard & Smith, Inc.	Instructional Supplies-Publications	1-512-502.39	13.03		
Howard & Smith, Inc.	Instructional Supplies-Publications	1-51-502.39	15.27		
Howard & Smith, Inc.	Instructional Supplies-Publications	1-57-502.39	19.74	7580	48.04
G. A. Hullman, M. D.	Employee Exam. - S. Burger	1-59-502.37	15.00	7581	15.00
Horders	Office Supplies	1-40-501.31	30.32		
Horders	Office Supplies	1-30-501.31	5.22		
Horders	Office Supplies	1-40-501.39	12.10		
Horders	Office Supplies	1-40-501.39	5.40		
Horders	Copying Supplies	1-108.33	5.23		
Horders	Office Supplies	1-3-501.31	9.25	7582	67.52
University of Illinois	Film Rental	1-59-502.37	7.85	7583	7.85
Inland Book Distributors	Bookstore Stock - Books	1-64-514.40	49.87		
Inland Book Distributors	Library Books	1-59-563.00	7.40	7584	57.27
Institute of Electrical & Electronic Engrs.	Want Ad	1-533-502.93	52.92	7585	52.92
Journal News Publications	Want Ad	1-40-501.93	24.50		
Journal News Publications	Want Ad	1-50-502.93	17.50	7586	42.00
Karnes Music Co.	Sheet Music - Library	1-59-502.37	684.07	7587	684.07
James F. Lincoln Arc Welding Foundation	Bookstore Stock - Books	1-64-514.40	12.00	7588	12.00
McGraw-Hill Book Co.	Bookstore Stock - Books	1-64-514.40	169.78		
McGraw-Hill Book Co.	Library Books	1-59-563.00	14.42		
McGraw-Hill Book Co.	Instructional Supplies-Gregg				
McGraw-Hill Book Co.	Training Records	1-513-502.39	45.18	7589	229.38
McGraw-Hill Book Co.	Library Books	1-59-563.00	14.64	7590	14.64
Oscar Mayer & Co.	Cafeteria - Food	1-65-515.31	41.65	7591	41.65
Midwest Visual Equipment Co.	Rental of Audio Visual Equipment	1-59-502.37	20.00	7592	20.00
Midwest Visual Equipment Co.	Counseling-Library, Recording Tapes	1-6-502.97	55.15		
Midwest Visual Equipment Co.	Instructional Supplies-Slide Holders	1-530-502.39	14.70		
Midwest Visual Equipment Co.	Library Supplies - Film Reels	1-59-502.37	41.45	7593	111.30

EDUCATIONAL FUND EXPENDITURES -- MARCH 28, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
3M Business Products Sales, Inc.	Instructional Supplies-Transparencies	1-530-502.39	\$ 75.15		\$
3M Business Products Sales, Inc.	Instructional Supplies-Transparencies	1-59-502.37	67.26		
3M Business Products Sales, Inc.	Instructional Supplies-Transparencies	1-534-502.39	57.16		
3M Business Products Sales, Inc.	Instructional Supplies-Transparencies	1-533-502.39	28.73		
3M Business Products Sales, Inc.	Library Books	1-59-563.00	24.90	7594	253.20
Nacscorp, Inc.	Bookstore Stock - Books	1-64-514.40	25.72	7595	25.72
Nebraska Book Co.	Bookstore Stock-Books & Freight	1-64-514.40	231.79	7596	231.79
Northwest Letter Service	Printing - Newsletter	1-20-501.33	9.37	7597	9.37
Northwest Office Machines, Inc.	Office Supplies	1-40-501.31	15.50	7598	15.50
Paddock Publications, Inc.	Want Ad	1-3-501.93	10.50		
Paddock Publications, Inc.	Nominating Petition Notice	1-3-501.35	6.40		
Paddock Publications, Inc.	Absentee Ballot Notice	1-3-501.93	7.20	7599	24.10
Dr. Herbert R. Pankratz	Travel Expense	1-50-502.72	31.45	7600	31.45
Paris Book Center, Inc.	Bookstore Stock - Books	1-64-514.40	6.86	7601	6.86
P. F. Pettibone & Co.	Election Supplies	1-3-501.35	273.31	7602	273.31
Frederick Post & Co.	Bookstore Stock - Supplies	1-64-514.30	63.72	7603	63.72
Robert Powell	Travel Expenses	1-521-502.72	113.25	7604	113.25
Prentice-Hall, Inc.	Bookstore Stock - Books	1-64-514.40	104.33	7605	104.33
Repro-Graphics, Inc.	Printing - Procedure Manuals	1-4-501.33	100.00	7606	100.00
St. Martins Press, Inc.	Bookstore Stock - Books	1-64-514.40	6.35	7607	6.35
Schiele-Faieron Co.	Printing-Travel Expense Voucher	1-3-501.33	261.00		
Schiele-Faieron Co.	Printing-Follow-up Cards	1-6-502.33	46.80	7608	307.80
South-Western Publishing Co.	Bookstore Stock - Books	1-64-514.40	19.81	7609	19.81
Triton Community College	Specification Book	1-3-501.39	10.00	7610	10.00
Universal Stationers, Inc.	Office Supplies	1-40-501.31	22.99		
Universal Stationers, Inc.	Office Supplies	1-6-502.31	93.05		
Universal Stationers, Inc.	Office Supplies	1-59-502.37	70.45		
Universal Stationers, Inc.	Office Supplies	1-3-501.31	4.40	7611	190.89
World Publishing Co.	Bookstore Stock - Books	1-64-514.40	574.66	7612	574.66
Xerox Corporation	Equipment Rental	1-3-508.62	396.11	7613	396.11
Allen Brothers, Inc.	Cafeteria - Food	1-65-515.31	74.60	7614	74.60
American Bankers Data Corp.	Contractual Services-Key Punching	1-40-501.23	30.00	7615	30.00
Arlington Carousel	Meeting Expense	1-3-501.79	17.00	7616	17.00
O. H. Bambas Tobacco Co.	Cafeteria - Food	1-65-515.31	108.40	7617	108.40
Burny Bros., Inc.	Cafeteria - Food	1-65-515.31	19.54	7618	19.54
Data Processing Management Assoc.	Professional Books	1-40-501.38	3.00	7619	3.00
Doubleday & Co., Inc.	Bookstore Stock - Books	1-64-514.40	2.92	7620	2.92

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Fearon Publishers, Inc.	Bookstore Stock - Books	1-64-514.40	\$ 3.05	7621	\$ 3.05
Frito-Lay, Inc.	Cafeteria - Food	1-65-515.31	43.00	7622	43.00
International Business Machines Corp.	Coding Forms	1-40-501.39	8.80		
International Business Machines Corp.	Data Processing Instructional Supplies	1-532-502.39	67.64		
International Business Machines Corp.	Office Supplies	1-50-502.31	19.50	7623	95.94
University of Illinois	Film Rental	1-59-502.37	8.85	7624	8.85
Jewel Food Marketer	Cafeteria - Food	1-65-515.31	125.51	7625	125.51
Kraft Foods	Cafeteria - Food	1-65-515.31	24.93	7626	24.93
Karnes Music Co.	Sheet Music - Library	1-59-563.00	22.36	7627	22.36
Library Filmstrip Center	Instructional Equipment - Filmstrips	1-52-502.39	30.00	7628	30.00
Newark Electronics Corp.	Instructional Supplies - Fuses,				
	Electrolytics, Capacitors	1-533-502.39	240.79	7629	240.79
Nedlog Company	Cafeteria - Food	1-65-515.31	22.68	7630	22.68
OK Papers, Inc.	Cafeteria - Supplies	1-65-515.90	45.98	7631	45.98
Sears, Roebuck & Co.	Instructional Supplies - Carbide Burners	1-533-502.39	2.50	7632	2.50
Silvercup Bakers, Inc.	Cafeteria - Food	1-65-515.31	16.80	7633	16.80
Fred A. Vaisvil	Travel Expense	1-6-502.72	13.00	7634	13.00
White Collar Girls of America, Inc.	Temporary Office Help	1-5-502.26	288.76	7635	288.76
Richard A. Wild	Travel Expenses	1-572-502.72	17.34	7636	17.34
J. N. Bartfield	Library Books	1-59-563.00	252.62	7637	252.62
Colonial Out-of-Print Book Service	Library Books	1-59-563.00	422.73	7638	422.73
Crown Supply Co.	Supplies - Engineering	1-534-502.39	78.46	7639	78.46
Demco	Library Supplies	1-59-502.37	2.55	7640	2.55
National Association of College Stores	Dues - Bookstore	1-64-514.91	75.00	7641	75.00
National Assoc. for Mental Health	Film Rental	1-59-502.37	36.10	7642	36.10
William R. Punkay	Travel Expense	1-534-502.72	23.97	7643	23.97
University of Southern California	Film Rental	1-59-502.37	7.65	7644	7.65
University of Chicago Press	Bookstore Stock - Books	1-64-514.40	8.24	7645	8.24
Day Publications, Inc.	Legal Notice	1-3-501.93	5.60		
Day Publications, Inc.	Printing - Course Schedule	1-20-501.93	361.20		
Day Publications, Inc.	Reprint of Course Schedule	1-20-501.93	135.45		
Economy Book Store, Inc.	Bookstore Stock - Books	1-64-514.40	7.10	7646	502.25
Educational Audio Visual, Inc.	Library Books	1-59-563.00	35.60	7647	7.10
Holt, Rinehart & Winston, Inc.	Bookstore Stock - Books	1-64-514.40	24.66	7648	35.60
Horders	Office Supplies	1-52-502.39	4.17	7649	24.66
Horders	Office Supplies	1-57-502.39	7.88		
Horders	Office Supplies	1-50-502.39	10.48		
Horders	Office Supplies	1-545-502.39	8.50		
Horders	Office Supplies	1-108.33	17.76		
Horders	Office Supplies	1-3-501.31	2.34		
Horders	Office Supplies	1-3-501.35	56.07		
Horders	Election Supplies	1-6-502.31	17.20		
Horders	Office Supplies	1-50-502.31	6.73		
Horders	Office Supplies			7650	131.13

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
			\$		\$
Dr. G. K. Andeen	Travel Expenses	1-502-502.95	67.20		
Dr. G. K. Andeen	Travel Expenses	1-502-502.72	84.55		
Dr. G. K. Andeen	Travel Advance	1-105.92	(75.00)		
Bachrach	Photographic Services	1-1-501.99	85.50	7651	76.75
Robert L. Kocher	Consultants Fees	1-20-501.29	321.00	7652	85.50
C. P. Lesh Paper Co.	Bookstore Stock - Supplies	1-64-514.30	58.41	7653	321.00
C. P. Lesh Paper Co.	Office Supplies	1-50-502.39	52.76	7654	111.17
National Blank Book Co.	Bookstore Stock - Supplies	1-64-514.30	19.37	7655	19.37
Northwest Office Machines	Office Supplies	1-6-502.31	15.50	7656	15.50
Parrish Sporting Goods	Instructional Supplies - Golf	1-547-502.39	587.95	7657	587.95
Carl Regehr Design, Inc.	Consultants Fees-Curriculum Folders	1-20-501.29	225.00	7658	225.00
Rico Leather Specialty Co.	Bookstore Stock - Supplies	1-64-514.30	41.09	7659	41.09
Sherman House	Meeting Expense	1-1-501.79	56.99	7660	56.99
Universal Stationers, Inc.	Office Supplies	1-40-501.31	5.00		
Universal Stationers, Inc.	Office Supplies	1-59-502.37	8.68		
Universal Stationers, Inc.	Office Supplies	1-6-502.31	29.45		
Universal Stationers, Inc.	Office Supplies	1-5-502.31	12.20		
Universal Stationers, Inc.	Office Supplies	1-40-501.39	2.38		
Universal Stationers, Inc.	Election Supplies	1-3-501.35	14.40		
Universal Stationers, Inc.	Office Supplies	1-5-502.31	6.80	7661	78.91
Viking Press, Inc.	Bookstore Stock - Books	1-64-514.40	26.85	7662	26.85
Barrington Press Newspapers	Absentee Ballots Notice	1-3-501.93	6.60	7663	6.60
E. W. Boehm Co.	Copying Supplies	1-108.33	160.00	7664	160.00
Chicago Tribune	Bid Notice	1-3-501.93	18.85	7665	18.85
Educational & Institutional Coop. Service	Office Supplies	1-40-501.31	2.78	7666	2.78
Indiana University	Film Rental	1-59-502.37	9.95	7667	9.95
Johnsen Industries, Inc.	Bookstore Supplies	1-64-514.90	11.95	7668	11.95
Nadex Industries, Inc.	Office Supplies	1-3-501.31	30.00	7669	30.00
Paperbound Books in Print	Subscription - Bookstore	1-64-514.90	23.50	7670	23.50
Bro-Dart Industries, Inc.	Library Books	1-59-563.00	583.64	7671	583.64
Certain Motor Service, Inc.	Freight	1-30-501.39	10.43	7672	10.43
Library of Congress	Reimbursement of Library of Congress Deposit	1-59-502.37	300.00	7673	300.00
Anton A. Dolejs	Travel Expense	1-3-501.72	11.68	7674	11.68
Gamma Photo Labs, Inc.	Photographic Services	1-53-502.99	12.10	7675	12.10
Donald M. Mistic	Travel Expenses	1-3-501.72	34.15	7676	34.15
Prudential Insurance Co.	Health Insurance	1-508.51	2,077.56		
Prudential Insurance Co.	Life Insurance	1-508.52	456.18	7677	3,133.74

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Standard Oil Co.	Gasoline	1-1-501.72	\$ 40.42		
Standard Oil Co.	Gasoline	1-6-502.72	12.90		
Standard Oil Co.	Gasoline	1-512-502.72	5.78		
Standard Oil Co.	Gasoline	1-541-502.72	11.51		
Standard Oil Co.	Gasoline	1-557-502.72	11.36	7678	81.97
Tab Products Co.	Locking Mechanism	1-4-501.39	17.14	7679	17.14
John H. Upton	Travel Expense	1-2-501.72	26.40	7680	26.40
					<u>\$19,423.34</u>

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 7546 to 7680 are hereby authorized for payment.

Date of Approval: March 28, 1968

President John W. Naas

Secretary Goodwyn M. Suckler

Checks Voided: 7569
7571

EDUCATIONAL FUND SUMMARY

Assets		\$ 167.99
Administration		
Contractual	1-501.20	576.00
Supplies	1-501.30	1,075.25
Travel	1-501.70	233.14
Other	1-501.90	692.15
Instruction		
Contractual	1-502.20	288.76
Supplies	1-502.30	3,456.85
Travel	1-502.70	861.87
Other	1-502.90	250.62
Fixed Charges		
Insurance	1-508.50	3,133.74
Rental	1-508.60	396.11
Bookstore & Cafeteria	1-514.-515.	3,826.91
Capital Outlay	1-563.	4,463.95
		<u>\$19,423.34</u>

BUILDING FUND EXPENDITURES - - MARCH 28, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Northwest Office Machines	Equipment Repair	2-4-506.20	\$ 9.50		\$
Northwest Office Machines	Equipment Repair	2-6-506.20	9.50	1222	19.00
American Fire & Safety Bureau, Inc.	Security Guards-Harper Grove	2-5-506.20	336.00	1223	336.00
Accurate Sign Co.	Lettering on College Truck	2-32-506.20	15.00	1224	15.00
Elk Grove Blueprint & Supply Co.	Supplies - Blueprints	2-32-506.30	10.76	1225	10.76
Robert J. Hughes	Travel Expenses	2-32-506.72	12.00	1226	12.00
Educational & Institutional Coop. Service	Office Furniture	2-32-563.00	48.01	1227	48.01
Addison Building Material Co.	Building Material	2-562.001	352.61	1228	352.61
Arlington Concrete Products Co.	Building Material	2-562.001	57.90	1229	57.90
Wigdahl Electric Co.	Electric Repairs-Data Center	2-4-506.20	47.25	1230	47.25
Illinois Bell Telephone Co.	Telephone Service-Data Center	2-4-506.54	145.57		
Illinois Bell Telephone Co.	Telephone Service-Palatine	2-3-506.54	524.33	1231	669.90
Ditto Division	Contractual Services-Equipment Repair	2-5-506.20	20.20	1232	20.20
Saunders & Co.	Construction Materials	2-562.001	181.94	1233	181.94
Country Gas Co.	Thermogas	2-4-506.40	47.70		
Country Gas Co.	Heater Rental	2-4-508.60	35.00	1234	82.70

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Gestetner Corporation	Repairs to Office Equipment	2-5-506.20	\$ 8.00	1235	\$ 8.00
Commonwealth Edison Co.	Electricity - Harper Grove	2-5-506.52	811.49		
Commonwealth Edison Co.	Electricity - Data Center	2-4-506.52	90.38	1236	901.87
Chicago Aerial Industries, Inc.	Computer Rental	2-508.61	54.12	1237	54.12
International Business Machines Corp.	Machine Rental	2-508.64	207.00	1238	207.00
Standard Oil Co.	Gasoline	2-506.72	40.57	1239	40.57
					<u>\$3,064.83</u>

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 1222 to 1239 are hereby authorized for payment.

Date of Approval: March 28, 1968

President *Johnnie Isaac*

Secretary *Josephine M. Huibler*

BUILDING FUND SUMMARY

Contractual Services	\$ 445.45
Supplies	10.76
Heating	47.70
Utilities	1,571.77
Travel	52.57
Fixed Charges	296.12
Capital Outlay	592.45
	<u>48.01</u>
	<u>\$3,064.83</u>

SITE AND CONSTRUCTION FUND EXPENDITURES -- MARCH 28, 1968

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Educational & Institutional Coop. Service	Office Furniture	6-2-563.00	\$ 88.41		\$
Educational & Institutional Coop. Service	Office Furniture	6-4-563.00	88.41		
Educational & Institutional Coop. Service	Office Furniture	6-5-563.00	137.42		
Educational & Institutional Coop. Service	Office Furniture	6-545-563.00	126.61	435	440.85
Horders	Office Equipment - Typewriter Stand	6-4-563.00	25.89	436	25.89
Ditto Division	Copying Equipment	6-6-563.00	680.00	437	680.00
Allen Wales Adding Machine Agency	Printing Calculator	6-6-563.00	548.25	438	548.25
Monroe International	Printing Calculator Instructional	6-51-563.00	575.00	439	575.00
Allied School Equipment	Library Equipment - Magazine Racks	6-59-563.00	195.00	440	195.00
Remington Office Systems	Library Equipment - Card Catalog	6-59-563.00	1,194.10	441	1,194.10
Modern Learning Aids	Library Films - Science	6-59-563.20	2,588.25	442	2,588.25
Sam Goody, Inc.	Phonograph Records	6-59-563.30	80.86	443	80.86
Marsh & McLennan Insurance	Treasurers Bond	6-508.50	567.00	444	567.00
Keuffel & Esser Co.	Supplies - Engineering	6-534-563.00	73.99	445	73.99
Denoyer-Geppert Co.	Instructional Equipment - Biology Models	6-541-563.00	370.00	446	370.00

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT AMOUNT</u>	<u>CHECK NUMBER</u>	<u>CHECK AMOUNT</u>
Mt. Prospect Music Center	Music Stands	6-557-563.00	\$1,029.00	447	\$1,029.00
Caudill Rowlett Scott	Architectural Fees	6-562.24	624.85	448	624.85
Welch Scientific Co.	Instructional Equipment - Jolly Balance, Current Balance, Magnetic Balance	6-564-563.00	244.50	449	244.50
					<u>\$9,237.54</u>

TO: TREASURER

FROM: BOARD OF TRUSTEES

The above listed checks number 435 to 449 are hereby authorized for payment.

Date of Approval: March 28, 1968

President Johnd J. Haas

Secretary Janelyn M. Suckla

SITE & CONSTRUCTION FUND SUMMARY

Fixed Charges 6-508. 567.00
 Capital Outlay 6-562. 624.85
 6-563. 6,045.69
\$9,237.54

March 27, 1968

To: The Board of Trustees

From: The Administration

Subject: Construction Payouts

The following construction payouts have been recommended for payment by our architect and have been reviewed by Mr. Hughes, Superintendent of Buildings and Grounds.

The administration recommends that W. J. Mann, Dean of Business, be authorized to approve the construction payouts.

L. K. Comstock-Gibson Electric Co.	\$27,425.41
Caudill, Rowlett & Scott	11,591.99
Caudill, Rowlett & Scott	3,006.05

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
FINANCIAL STATEMENTS
FOR THE PERIOD ENDING FEBRUARY 29, 1968

		<u>PAGE NUMBER</u>
I	EDUCATIONAL FUND	
	A) Statement of Position	1
	B) Budget Report	2
II	BUILDING FUND	
	A) Statement of Position	7
	B) Budget Report	8
III	SITE & CONSTRUCTION FUND	
	A) Statement of Position	10
	B) Project Budget Report	11
IV	BOND & INTEREST FUND	
	A) Statement of Position	15
	B) Budget Report	16
V	TRUST AND AGENCY FUND REPORT	17
VI	STATEMENT OF OPERATION	
	A) Bookstore	18
	B) Cafeteria	19

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
EDUCATIONAL FUND
STATEMENT OF POSITION, FEBRUARY 29, 1968

<u>ASSETS</u>	ACCOUNT NUMBER	2/29/68 BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
Imprest Fund	101.20	\$ 5,000.00	\$ -0-	\$ 5,000.00
Cash in Bank, 1st Bank & Trust	101.32	46,874.00	-0-	46,874.00
Petty Cash Funds	101.40	835.59	-0-	835.59
Tuition Refund Fund		518.10	-0-	518.10
Deposits	101.80	600.00	-0-	600.00
Investments	102.10	477,663.32	-0-	477,663.32
Interfund Receivables, Bldg. Fund	103.20	9,172.04	-0-	9,172.04
Interfund Receivables, Trust & Agency	103.40	8,722.80	-0-	8,722.80
Accounts Receivable, Current Taxes	105.10	22,490.98	-0-	22,490.98
Accounts Receivable, Back Taxes	105.11	-0-	-0-	-0-
Accounts Receivable, Other	105.90	4,008.36	-0-	4,008.36
Inventories	108.30	19,896.90	-0-	19,896.90
TOTAL ASSETS		<u>\$575,782.09</u>	<u>\$ -0-</u>	<u>\$595,782.09</u>
 <u>LIABILITIES</u>				
Interfund Payables, Bldg. Fund	203.20	\$ 731.24	\$ -0-	\$ 731.24
Interfund Payables, Trust & Agency	203.40	15,516.00	-0-	15,516.00
Payroll Deductions - Group Insurance	204.50	411.25	-0-	411.25
Accounts Payable	205.00	35,696.16	-0-	35,696.16
Accounts Payable - Other	205.40	70.20	-0-	70.20
Accrued Retailers Occupation Tax	209.14	12.90	-0-	12.90
Reserve for Encumbrances	210.90	-0-	65,807.80	65,807.80
TOTAL LIABILITIES		<u>\$ 52,437.75</u>	<u>\$65,807.80</u>	<u>\$118,245.55</u>
 <u>FUND BALANCE</u>				
Fund Balance	300.00	\$543,344.34	\$(65,807.80)	\$477,536.54
TOTAL LIABILITIES & FUND BALANCE		<u>\$595,782.09</u>	<u>\$ -0-</u>	<u>\$595,782.09</u>
 <u>SUMMARY OF FUND BALANCE</u>				
Balance, June 30, 1967		\$ 12,932.60	\$ -0-	\$ 12,932.60
Add: Revenue to Date		1,491,136.68	-0-	1,491,136.68
Less: Expenditures		\$1,504,069.28	\$ -0-	\$1,504,069.28
FUND BALANCE		<u>960,724.94</u>	<u>65,807.80</u>	<u>1,026,532.74</u>
		<u>\$ 543,344.34</u>	<u>\$(65,807.80)</u>	<u>\$ 477,536.54</u>

WILLIAM RAINY HARPER COLLEGE
DISTRICT NO. 12

EDUCATIONAL FUND -- BUDGET REPORT
EIGHT MONTHS ENDED FEBRUARY 29, 1968

EXPLANATION REVENUE	ACCOUNT NUMBER	BUDGET	MONTH OF FEBRUARY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
Taxes	400.00						
Current Taxes	401.10	\$ 786,767.00	-0-	\$786,767.00	\$ -0-	-0-	\$ -0-
Prior Year Taxes	401.11	2,340.00	(27.92)	3,170.97	(830.97)	-0-	(830.97)
		\$ 789,107.00	(27.92)	\$789,937.97	\$ (830.97)	-0-	\$ (830.97)
From Governmental Divisions	402.00						
Junior College Aid	402.30	\$ 396,750.00	-0-	\$175,432.50	\$221,317.50	-0-	\$221,317.50
Vocation Education Act	402.60						
Nursing Aid	402.61	18,844.00	-0-	5,428.00	13,416.00	-0-	13,416.00
Data Process. - Teaching Supply Aid	402.62	1,000.00	-0-	-0-	1,000.00	-0-	1,000.00
Federal Subsidies	402.80	\$ 19,844.00	-0-	\$ 5,428.00	\$ 14,416.00	-0-	\$ 14,416.00
Tuition	403.00	\$ 5,000.00	-0-	\$ -0-	\$ 5,000.00	-0-	\$ 5,000.00
Registration Fees 1968-69		\$ -0-	760.00	\$ 2,490.00	\$ (2,490.00)	-0-	\$ (2,490.00)
Resident Tuition	406.10	240,000.00	114,317.30	233,531.71	6,468.29	-0-	6,468.29
Non-Resident Tuition	406.20	195,750.00	20,748.55	126,402.90	69,347.10	-0-	69,347.10
Interest on Investments	404.00	\$ 435,750.00	\$135,825.85	\$362,424.61	\$ 73,325.39	-0-	\$ 73,325.39
Student Fees	409.00	\$ 25,000.00	\$ 361.67	\$ 7,860.69	\$ 17,139.31	-0-	\$ 17,139.31
Refund of Retirement Payments	410.00	\$ 7,500.00	\$ 3,262.25	\$ 6,697.75	\$ 802.25	-0-	\$ 802.25
Refund of 1966-67 Payments	410.10	\$ 18,450.00	\$ 18,062.68	\$ 18,062.68	\$ 387.32	-0-	\$ 387.32
Refund of 1967-68 Payments	410.20	7,500.00	7,267.65	7,267.65	232.35	-0-	232.35
1966-67 Fund Balance	411.00	\$ 25,950.00	\$ 25,330.33	\$ 25,330.33	\$ 619.67	-0-	\$ 619.67
Bookstore	414.00	\$ 12,932.00	-0-	\$ -0-	\$ 12,932.00	-0-	\$ 12,932.00
Sale of Textbooks	414.4	\$ 75,000.00	\$ 33,627.79	\$ 92,178.24	\$(17,178.24)	-0-	\$(17,178.24)
Sale of Supplies	414.30	16,000.00	2,895.80	11,546.34	4,453.66	-0-	4,453.66
Cafeteria	415.00	\$ 91,000.00	\$ 36,523.59	\$103,724.58	\$(12,724.58)	-0-	\$(12,724.58)
Sale of Food		\$ 30,000.00	\$ 3,272.80	\$ 14,300.25	\$ 15,699.75	-0-	\$ 15,699.75
Student Activity Program	417.00	\$ 20,000.00	\$ -0-	\$ -0-	\$ 20,000.00	-0-	\$ 20,000.00
Activity Fee	417.20	\$1,858,833.00	\$204,548.57	\$1,491,136.68	\$367,696.32	-0-	\$367,696.32
TOTAL REVENUE							

WILLIAM RAINY HARPER COLLEGE
DISTRICT NO. 12
EDUCATIONAL FUND -- BUDGET REPORT

EXPLANATION EXPENDITURES	ACCOUNT NUMBER	BUDGET	MONTH OF FEBRUARY	YEAR TO DATE	ENCUMBRANCES		UNENCUMBERED BALANCE
					BALANCE	BRANCES	
Administration	500.00						
Salaries:	501.00						
Administrative	501.10						
Business Office Staff	501.11-14	\$ 74,900.00	\$ 6,491.70	\$ 49,439.64	\$ 25,460.36	\$ -0-	\$ 25,460.36
Data Processing Staff	501.131	22,700.00	2,141.66	15,383.30	7,316.70	-0-	7,316.70
Secretarial & Clerical	501.141	21,000.00	2,865.00	12,150.23	8,849.77	-0-	8,849.77
Other Salaries	501.16	58,500.00	6,213.93	39,078.24	19,421.76	-0-	19,421.76
TOTAL SALARIES	501.19	7,500.00	-0-	501.60	6,998.40	-0-	6,998.40
		\$184,600.00	\$17,712.29	\$116,553.01	\$68,046.99	\$ -0-	\$68,046.99
Contractual Services:	501.20						
Accounting	501.21	\$ 3,000.00	\$ -0-	\$ 3,000.00	\$ -0-	\$ -0-	\$ -0-
Legal	501.22	12,000.00	1,757.50	5,545.00	6,455.00	-0-	6,455.00
Service Bureau	501.23	1,000.00	-0-	-0-	1,000.00	-0-	1,000.00
Architectural	501.24	1,000.00	-0-	-0-	1,000.00	-0-	1,000.00
Educational	501.25	2,500.00	240.12	2,144.55	355.45	-0-	355.45
Financial	501.26	1,500.00	2,801.63	3,436.63	(1,936.63)	-0-	(1,936.63)
Other	501.29	8,000.00	630.00	8,466.36	(466.36)	546.00	(1,012.36)
TOTAL CONTRACTUAL SERVICES		\$ 29,000.00	\$ 5,429.25	\$ 22,592.54	\$ 6,407.46	\$ 546.00	\$ 5,861.46
Supplies	501.30						
Office Supplies	501.31	\$ 5,650.00	\$ 471.07	\$ 2,860.37	\$ 2,789.63	\$ 142.92	\$ 2,646.71
Copying Supplies	501.32	5,500.00	34.93	1,064.87	4,435.13	140.85	4,294.28
Printing	501.33	6,500.00	389.69	3,486.26	3,013.74	2,308.17	705.57
Postage	501.34	6,000.00	299.05	2,301.11	3,698.89	-0-	3,698.89
Election Supplies	501.35	4,000.00	15.42	15.42	3,984.58	68.47	3,916.11
Professional Books	501.38	1,850.00	142.92	704.62	1,145.38	-0-	1,145.38
Other Supplies	501.39	6,250.00	375.12	2,834.29	3,415.71	46.73	3,368.98
TOTAL SUPPLIES		\$ 35,750.00	\$ 1,728.20	\$ 13,266.94	\$ 22,483.06	\$ 2,707.14	\$ 19,775.92
Travel:	501.70						
Administrative Travel	501.72	\$ 11,250.00	\$ 1,124.73	\$ 6,427.84	\$ 4,822.16	\$ 84.58	\$ 4,737.58
Other Travel	501.79	1,000.00	14.50	46.70	953.30	73.99	879.31
TOTAL TRAVEL EXPENSE		\$ 12,250.00	\$ 1,139.23	\$ 6,474.54	\$ 5,775.46	\$ 158.57	\$ 5,616.89
Other Administrative Expense	501.90	\$ 8,500.00	\$ 1,123.25	\$ 8,582.48	\$ (82.48)	\$ 749.55	\$ (832.03)
TOTAL ADMINISTRATIVE EXPENSE		\$ 270,100.00	\$ 27,132.22	\$ 167,469.51	\$ 102,630.49	\$ 4,161.26	\$ 98,469.23

WILLIAM RAINY HARPER COLLEGE
 DISTRICT NO. 12
 EDUCATIONAL FUND -- BUDGET REPORT
 EIGHT MONTHS ENDED FEBRUARY 29, 1968

EXPLANATION EXPENDITURES	ACCOUNT NUMBER	BUDGET	MONTH OF FEBRUARY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
Instruction							
Salaries:							
Administration	502.11-12	\$ 55,200.00	\$ 4,600.00	\$ 35,157.14	\$ 20,042.86	\$ -0-	\$ 20,042.86
Secretarial & Clerical	502.16	26,950.00	2,110.34	16,229.46	10,720.54	-0-	10,720.54
Instructional Staff	502.121	671,792.00	41,807.84	339,186.33	332,655.67	-0-	332,655.67
Library		49,700.00	4,314.84	23,774.14	25,925.86	-0-	25,925.86
Student Services							
Administration	502.13-14	97,906.00	7,829.18	60,313.13	37,592.87	-0-	37,592.87
Secretarial & Clerical	502.16	37,100.00	4,085.70	24,456.62	12,643.38	-0-	12,643.38
Adult Education	502.121	5,103.00	-0-	-0-	5,103.00	-0-	5,103.00
Data Process.	502.15	4,800.00	-0-	-0-	4,800.00	-0-	4,800.00
Other Salaries	502.19	3,000.00	-0-	-0-	3,000.00	-0-	3,000.00
TOTAL SALARIES		\$ 951,551.00	\$ 64,747.90	\$ 499,066.82	\$ 452,484.18	\$ -0-	\$ 452,484.18
Contractual Services	502.20						
Data Process, -Service Bureau	502.23	\$ 1,000.00	\$ -0-	\$ -0-	\$ 1,000.00	\$ -0-	\$ 1,000.00
Educational Consultants	502.25	5,930.00	388.66	1,370.10	4,559.90	288.76	4,271.14
TOTAL CONTRACTUAL SERVICES		\$ 6,930.00	\$ 388.66	\$ 1,370.10	\$ 5,559.90	\$ 288.76	\$ 5,271.14
Supplies	502.30						
Office Supplies	502.31	6,000.00	1,005.61	6,731.41	(731.41)	182.33	(913.74)
Copying Supplies	502.32	3,000.00	166.65	2,711.34	288.66	-0-	288.66
Printing	502.33	15,875.00	901.73	6,006.31	9,868.69	242.28	9,626.41
Postage	502.34	6,000.00	250.00	265.49	5,734.51	-0-	5,734.51
Library - Supplies	502.37	10,000.00	2,101.11	4,247.24	5,752.76	2,292.00	3,460.76
Professional Expenses	502.38	5,500.00	-0-	75.00	5,425.00	-0-	5,425.00
Data Processing Supplies	502.39	750.00	-0-	677.01	72.99	-0-	72.99
Instructional Supplies	502.39	51,377.00	4,705.34	34,673.13	16,703.87	2,354.97	14,348.90
TOTAL SUPPLIES		\$ 98,502.00	\$ 9,130.44	\$ 55,386.93	\$ 43,115.07	\$ 5,071.58	\$ 38,043.49
Travel	502.70						
Instructional Travel	502.72	22,620.00	1,458.29	7,643.53	14,976.47	733.57	14,242.90
Other Travel	502.79	1,690.00	-0-	3,594.62	(1,904.62)	-0-	(1,904.62)
Other Travel - Innovation & Experimentation	502.791	10,000.00	533.10	3,102.44	6,897.56	-0-	6,897.56
TOTAL TRAVEL		\$ 34,310.00	\$ 1,991.39	\$ 14,340.59	\$ 19,969.41	\$ 733.57	\$ 19,235.84
Tuition Paid	502.80	45,000.00	2,574.04	20,272.99	24,727.01	-0-	24,727.01
Other Expenses of Instruction	502.90	18,910.00	735.01	5,053.58	13,856.42	495.08	13,361.34
TOTAL INSTRUCTIONAL EXPENSES		\$ 1,155,203.00	\$ 79,567.44	\$ 595,491.01	\$ 559,711.99	\$ 6,588.99	\$ 553,123.00

WILLIAM RAINY HARPER COLLEGE
 DISTRICT NO. 51
 EDUCATIONAL FUND -- BUDGET REPORT
 EIGHT MONTHS ENDED FEBRUARY 29, 1968

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF FEBRUARY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
Fixed Charges							
Employers Share of Ret. Ins.	508.00	\$ 7,500.00	\$ -0-	\$ 7,267.65	\$ 232.35	\$ -0-	\$ 232.35
Health Insurance	508.40	30,000.00	2,259.09	15,722.14	14,277.86	-0-	14,277.86
Group Life Insurance	508.51	5,000.00	437.33	2,963.86	2,036.14	-0-	2,036.14
Travel & Accident Insurance	508.52	1,000.00	-0-	865.00	135.00	-0-	135.00
Surety & Fidelity Insurance	508.53	400.00	-0-	-0-	400.00	-0-	400.00
Workman's Comp. Insurance	508.56	1,700.00	-0-	2,110.25	(410.25)	-0-	(410.25)
Rental - Other	508.57	500.00	134.00	467.56	32.44	-0-	32.44
Rental - Equipment	508.60	5,000.00	245.27	1,990.98	3,009.02	-0-	3,009.02
Rental - Xerox Machine	508.61	5,000.00	623.65	3,975.36	1,024.64	396.11	628.53
TOTAL FIXED CHARGES	508.62	\$56,100.00	\$3,699.34	\$35,362.80	\$20,737.20	\$396.11	\$20,341.09
Student & Comm. Services	510.0-519.0						
Bookstore	514.0						
Salaries, Bookstore Mgr.	514.10	\$ 9,600.00	\$ 800.00	\$ 6,400.00	\$ 3,200.00	\$ -0-	\$ 3,200.00
Salaries, Clerical	514.16	5,160.00	533.01	3,369.55	1,790.45	-0-	1,790.45
Purchases - Supplies	514.30	20,000.00	713.56	17,394.98	2,605.02	182.59	2,422.43
Less Inventory		(5,600.00)	1,139.27	(10,312.88)	4,712.88	-0-	4,712.88
Purchases - Textbooks	514.40	90,000.00	11,191.74	78,906.40	11,093.60	10,159.61	933.99
Less Inventory		(22,500.00)	14,181.05	(7,811.35)	(14,688.65)	-0-	(14,688.65)
Travel	514.70	500.00	-0-	177.00	323.00	-0-	323.00
Other Expenses	514.90	1,000.00	24.06	1,029.33	(29.33)	-0-	(29.33)
TOTAL BOOKSTORE COSTS & EXPENSES		\$98,160.00	\$28,582.69	\$89,153.03	\$ 9,006.97	\$10,342.20	\$(1,335.23)
Cafeteria	515.0						
Salaries	515.10	\$ 9,000.00	\$ 601.50	\$ 4,385.00	\$ 4,615.00	-0-	\$ 4,615.00
Purchases of Food	515.31	17,000.00	1,913.81	7,909.31	9,090.69	-0-	9,090.69
Less Inventory	515.3	-0-	(18.49)	(694.58)	694.58	-0-	694.58
Other Expense	515.90	4,000.00	234.36	995.35	3,004.65	-0-	3,004.65
TOTAL CAFETERIA COSTS & EXPENSES		\$30,000.00	\$2,731.18	\$12,595.08	\$17,404.92	-0-	\$17,404.92
Student Activity Program	517.00						
Student Act. Expenditures	517.90	\$20,000.00	\$ -0-	\$ -0-	\$20,000.00	-0-	\$20,000.00
Student & Community Services	518.00						
Trustee Scholarships (5)	518.91	\$ 1,400.00	-0-	648.00	752.00	-0-	752.00
Grants-in-Aid (3)	518.92	840.00	-0-	-0-	840.00	-0-	840.00
Work Study Program	518.94	5,513.00	-0-	-0-	5,513.00	-0-	5,513.00
Harper Work Program	518.95	21,000.00	-0-	10,000.00	11,000.00	-0-	11,000.00
TOTAL STUDENT & COMM. SERVICES		\$28,753.00	\$ -0-	\$10,648.00	\$18,105.00	-0-	\$18,105.00

WILLIAM RAINY HARPER COLLEGE
 DISTRICT NO. 512
 EDUCATIONAL FUND - BUDGET REPORT
 EIGHT MONTHS ENDED FEBRUARY 29, 1968

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF FEBRUARY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
Capital Outlay							
Additional Equipment - Dupl. Mach.	563.00	\$ -	\$ -	\$ -	\$ -	\$ 5,432.25	\$ (5,432.25)
Additional Equipment-Library Books	590.00	112,000.00	8,494.68	50,005.51	61,994.49	38,886.99	23,107.50
Provision for Contingencies	590.00	88,517.00	-	-	88,517.00	-0-	88,517.00
		\$1,858,833.00	\$150,207.55	\$960,724.94	\$898,108.06	\$65,807.80	\$832,300.26

Cash Statement:

Cash Balance, 1/31/68 \$ 33,084.54

Add: Cash Receipts

Taxes	9,853.64
Interest	361.67
Bookstore & Cafeteria	41,552.30
Tuition & Fees	155,735.41
Return of Change Fund	300.00
Refund of Retirement	
Payments	25,330.33
Chargebacks	10,131.70
Bookstore Buy Back Checks	
Voided	3,000.00
Refund Account Checks	
Voided	3,000.00
Other	3,412.95
	252,678.00
	\$ 285,762.54

Less: Disbursements

Accounts Payable	27,492.26
Payroll	88,687.24
Net Investments	122,061.60
Other	647.44
	238,888.54
Cash Balance, 2/29/68	\$ 46,874.00

WILLIAM RAINET HARPER COLLEGE
DISTRICT NO. 512
BUILDING FUND
STATEMENT OF POSITION, FEBRUARY 29, 1968

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>2/29/68 BALANCE</u>	<u>ENCUMBRANCES</u>	<u>UNENCUMBERED BALANCE</u>
Cash				
Palatine National Bank	101.33	\$ 27,255.74	\$ +0-	\$ 27,255.74
Investments	102.10	220,950.25	-0-	220,950.25
Interfund Receivables-Educational Fund	103.10			
Taxes Receivable-Current Year	105.10	8,178.66	-0-	8,178.66
Taxes Receivable-Prior Years	105.11			
Accounts Receivable-Other	105.90			
Gasoline Inventory	108.30	165.00	-0-	165.00
TOTAL ASSETS		<u>\$256,549.65</u>	<u>-0-</u>	<u>\$256,549.65</u>
 <u>LIABILITIES</u>				
Interfund Payables-Educational Fund	203.10	\$ 1,732.62	\$ -0-	\$ 1,732.62
Interfund Payables-Trust & Agency Fund	203.40	712.79	-0-	712.79
Accounts Payables	205.00	19,547.63	-0-	19,547.63
Reserve for Encumbrances	210.90	-0-	5,579.87	5,579.87
TOTAL LIABILITIES		<u>\$ 21,993.04</u>	<u>\$5,579.87</u>	<u>\$ 27,572.91</u>
 <u>FUND BALANCE</u>				
Fund Balance	300.00	\$234,556.61	\$(5,579.87)	\$228,976.74
TOTAL LIABILITIES & FUND BALANCE		<u>\$256,549.65</u>	<u>\$ -0-</u>	<u>\$256,549.65</u>
 <u>SUMMARY OF FUND BALANCE</u>				
Balance, June 30, 1967		\$ 67,557.44	\$ -0-	\$ 67,557.44
Add: Revenue to Date		292,595.92	-0-	292,595.92
		<u>\$360,153.36</u>	<u>\$ -0-</u>	<u>\$360,153.36</u>
Deduct: Expenditures to Date		125,596.75	5,579.87	131,176.62
Balance, 2/29/68		<u>\$234,556.61</u>	<u>\$(5,579.87)</u>	<u>\$228,976.74</u>

WILLIAM RAINY HARPER COLLEGE
 DISTRICT NO. 512
 BUILDING FUND -- BUDGET REPORT
 EIGHT MONTHS ENDED FEBRUARY 29, 1968

ACCOUNT NUMBER	EXPLANATION	BUDGET	MONTH OF FEBRUARY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
400.00	REVENUE						
401.00	Taxes						
401.10	Current Taxes	\$286,097.00	\$ -0-	\$286,097.00	\$ -0-	\$ -0-	\$ -0-
401.11	Prior Years Taxes	660.00	-0-	880.88	(220.88)	-0-	(220.88)
	TOTAL TAXES	\$286,757.00	\$ -0-	\$286,977.88	\$ (220.88)	\$ -0-	\$ (220.88)
404.00	Interest on Investments	\$10,000.00	\$ 861.67	\$ 4,146.58	\$ 5,853.42	\$ -0-	\$ 5,853.42
405.00	Sale of Property						
405.20	Sale of Buildings & Grounds	\$ 4,000.00	\$ -0-	\$ -0-	\$ 4,000.00	\$ -0-	\$ 4,000.00
406.00	Fund Balance 1966-67	67,557.00	-0-	-0-	67,557.00	-0-	67,557.00
410.20	Refund of 1967-68 Retirement Payments	1,363.00	1,359.46	1,359.46	3.54	-0-	3.54
419.0	Other Revenue	500.00	112.00	112.00	388.00	-0-	388.00
	TOTAL REVENUE	\$370,177.00	\$2,221.13	\$292,595.92	\$77,581.08	-0-	\$77,581.08
	EXPENDITURES						
506.00	Operation						
506.10	Salaries -Supt. of Bldgs & Grnds	\$ 13,500.00	\$ 1,125.00	\$ 8,464.27	\$ 5,035.73	\$ -0-	\$ 5,035.73
506.15	Maintenance Staff		607.62	607.62	(607.62)	-0-	(607.62)
506.19	Harper Work Prog. (Custodians)	6,000.00	613.79	2,784.60	3,215.40	-0-	3,215.40
506.20	Contractual Services	5,000.00	1,330.81	5,893.68	(893.68)	76.95	(970.63)
506.30	Supplies	5,000.00	367.86	2,610.73	2,389.27	-0-	2,389.27
506.40	Heating - Data Center	2,500.00	73.95	314.88	2,185.12	47.70	2,137.42
506.50	Utilities						
506.51	Water & Sewage	500.00	-0-	-0-	500.00	-0-	500.00
506.52	Electricity	14,500.00	772.37	3,240.69	11,259.31	-0-	11,259.31
506.54	Telephone & Telegraph	24,000.00	2,706.57	13,057.56	10,942.44	145.57	10,796.87
506.59	Other	1,000.00	-0-	-0-	1,000.00	-0-	1,000.00
506.70	Travel	1,500.00	245.87	792.59	707.41	-0-	707.41
506.90	Other Expenses	500.00	-0-	4.50	495.50	-0-	495.50
	TOTAL OPERATIONAL EXPENSES	\$74,000.00	\$7,843.84	\$37,771.12	\$36,228.88	\$270.22	\$35,958.66
508.00	Fixed Charges						
508.40	Employers Share of Ret. Ins.	\$ 1,363.00	\$ -0-	\$ 59.46	\$ 1,303.54	\$ -0-	\$ 1,303.54
508.50	Insurance						
508.54	Public Liability Insurance	1,100.00	850.00	850.00	250.00	-0-	250.00
508.55	Fire Insurance	3,370.00	1,727.00	4,701.39	(1,331.39)	-0-	(1,331.39)
508.59	Other Insurance	1,000.00	239.00	468.00	532.00	-0-	532.00
508.60	Rentals						
508.61	Computer Lease Time	7,350.00	-0-	-0-	7,350.00	54.12	7,295.88
508.64	Unit Record Equipment	2,300.00	207.00	1,152.30	1,147.70	-0-	1,147.70
508.65	Rental of Facilities	87,200.00	6,618.33	58,705.98	28,494.02	-0-	28,494.02
508.60	Other Equipment Rental	2,500.00	224.22	310.47	2,189.53	35.00	2,154.53
	TOTAL FIXED CHARGES	\$106,153.00	\$9,865.55	\$66,247.60	\$39,935.40	\$ 89.12	\$39,846.28

WILLIAM WINEY HARPER COLLEGE
DISTRICT NO. 512
BUILDING FUND - BUDGET REPORT
EIGHT MONTHS ENDED FEBRUARY 29, 1968

EXPLANATION	ACCOUNT NUMBER	BUDGET	MONTH OF FEBRUARY	YEAR TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
Capital Outlay:							
New Buildings & Improvements	506.00						
Refurbish Data Center	562.00	\$ 15,000.00	\$ -0-	\$15,259.00	\$ (259.00)	\$ -0-	\$ (259.00)
Pre-Fab Buildings		110,000.00	-0-	-0-	110,000.00	0-	110,000.00
Temporary Units		-0-	-0-	612.29	(612.29)	-0-	(612.29)
Conversion of North Stall Area						1,855.52	(1,855.52)
Additional Equipment	563.00	47,367.00	1,060.50	5,706.74	41,660.26	3,365.01	38,295.25
TOTAL CAPITAL OUTLAY		\$172,367.00	\$ 1,060.50	\$21,578.03	\$150,788.97	\$5,220.53	\$145,568.44
Provision for Contingencies	590.00	17,627.00	-0-	-0-	17,627.00	-0-	17,627.00
TOTAL BUILDING FUND EXPENDITURES		\$370,177.00	\$18,769.89	\$125,596.75	\$244,580.25	\$5,579.87	\$239,000.38

CASH STATEMENT:
Cash Balance, 1/31/68 \$ 30,210.21

Add: Cash Receipts
Taxes 3,583.14
Interest 861.67
Net Investments 4,795.58
Other 1,359.46
10,599.85
\$40,810.06
13,554.32
\$27,255.74

Less: Cash Disbursements
Accounts Payable
CASH BALANCE, 2/29/68

WILLIAM RAINY HARPER COLLEGE
DISTRICT NO. 512
SITE AND CONSTRUCTION FUND
STATEMENT OF POSITION, FEBRUARY 29, 1968

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>2/29/68 BALANCES</u>	<u>ENCUM- BRANCES</u>	<u>UNENCUMBERED BALANCE</u>
Cash in Bank				
1st National Bank of Chicago	101.31	\$ 5,907.51	\$ -0-	\$ 5,907.51
Investments	102.10	2,489,209.41	-0-	2,489,209.41
Miscellaneous Receivables(Long Term)	105.91	8,700.00	-0-	8,700.00
TOTAL ASSETS		<u>\$2,503,816.92</u>	<u>\$ -0-</u>	<u>\$2,503,816.92</u>
 <u>LIABILITIES</u>				
Interfund Payables - Bond & Interest Fund	203.30	\$ 53,094.42	\$ -0-	\$ 53,094.42
Accounts Payable	205.00	39,602.68	-0-	39,602.68
Reserve for Encumbrances	210.90		52,501.44	52,501.44
TOTAL LIABILITIES		<u>\$ 92,697.10</u>	<u>\$52,501.44</u>	<u>\$145,198.54</u>
 <u>FUND BALANCE</u>				
Fund Balance	300.00	\$2,411,119.82	\$(52,501.44)	\$2,358,618.38
TOTAL LIABILITIES & FUND BALANCE		<u>\$2,503,816.92</u>	<u>\$ -0-</u>	<u>\$2,503,816.92</u>
 <u>SUMMARY OF FUND BALANCE</u>				
Balance, September 1, 1966		\$ -0-	\$ -0-	\$ -0-
Add: Revenue to Date		7,639,198.13	-0-	7,639,198.13
		<u>\$7,639,198.13</u>	<u>\$ -0-</u>	<u>\$7,639,198.13</u>
Deduct: Expenditures to Date		5,228,078.31	52,501.44	5,280,579.75
Balance, 2/29/68		<u>\$2,411,119.82</u>	<u>\$(52,501.44)</u>	<u>\$2,358,618.38</u>

WILLIAM RAINY HARPER COLLEGE
 DISTRICT NO. 512
 SITE AND CONSTRUCTION FUND
 PROJECT BUDGET SEPTEMBER 1, 1966 - FEBRUARY 29, 1968

EXPENDITURES	ACCOUNT NUMBER	PROJECT BUDGET	MONTH OF FEBRUARY	PROJECT TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
Fixed Charges							
Insurance (Treasurers Bond)	508.50	\$ 3,000.00	-0-	\$ 1,949.00	\$ 1,051.00	\$ 567.00	\$ 484.00
Other Expenditures	509.00	\$ 50.00	-0-	4.57	\$ 45.43	\$ -0-	\$ 45.43
Capital Outlay:	560.00						
Site Acquisition & Improvements	561.00						
Land Cost		\$ 1,439,146.42	-0-	\$ 1,439,146.42	\$ -0-	\$ -0-	\$ -0-
Real Estate Taxes		13,767.70	-0-	13,767.70	-0-	-0-	-0-
Revenue Stamps & Title Policies		8,000.00	-0-	6,968.55	1,031.45	-0-	1,031.45
Appraisals, Soil Services		6,746.25	-0-	6,746.25	-0-	-0-	-0-
Minor Improvements		500.00	-0-	94.39	405.61	-0-	405.61
Algonquin Rd. Improvements		-0-	-0-	-0-	-0-	-0-	-0-
Roselle Rd. Improvements		-0-	-0-	-0-	-0-	-0-	-0-
Water Connection		4,000.00	-0-	-0-	4,000.00	4,000.00	-0-
		\$ 1,472,160.37	-0-	\$ 1,466,723.31	\$ 5,437.06	\$ 4,000.00	\$ 1,437.06
Buildings & Improvements	562.00						
Architectural Fees:							
Design Development Phase		\$ 279,795.60	-0-	\$ 279,795.60	\$ -0-	\$ -0-	\$ -0-
Construction Documents Phase		290,400.00	-0-	290,400.00	-0-	-0-	-0-
Bid Phase		16,515.65	-0-	42,211.25	(25,695.60)	-0-	(25,695.60)
Interiors		10,000.00	-0-	1,111.14	8,888.86	624.85	8,264.01
Plans		25,000.00	-0-	15,176.79	9,823.21	-0-	9,823.21
Model		1,976.32	-0-	1,976.32	-0-	-0-	-0-
Other		1,000.00	-0-	115.80	884.20	-0-	884.20
Architectural Fees, Phase II		793,700.00	-0-	-0-	793,700.00	-0-	793,700.00
Legal Services		25,000.00	-0-	20,214.50	4,785.50	-0-	4,785.50
Consultants		60,000.00	-0-	53,710.25	6,289.75	-0-	6,289.75
Bond Sale Expenses		2,583.46	-0-	2,583.46	-0-	-0-	-0-
Relocatable Buildings		171,605.10	-0-	171,605.10	-0-	-0-	-0-
Construction Payout - Phase I (A & B)		2,557,469.43	-0-	2,557,469.43	-0-	-0-	-0-
Construction Payout - Phase II		1,876,276.97	-0-	-0-	1,876,276.97	-0-	1,876,276.97
		\$ 6,111,322.53	-0-	\$ 3,436,369.64	\$ 2,674,952.89	\$ 624.85	\$ 2,674,328.04

WILLIAM RAIN HARPER COLLEGE
DISTRICT NO. 512
SITE & CONSTRUCTION FUND

PROJECT BUDGET SEPTEMBER 1, 1966, - FEBRUARY 29, 1968

	PROJECT BUDGET	MONTH OF FEBRUARY	PROJECT TO DATE	BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
<u>Additional Equipment</u>						
<u>Instructional Equipment</u>	563.00					
Office Furn & Equip	\$ 35,497.00	\$ 269.91	\$25,867.31	\$ 9,629.69	\$ 1,771.27	\$ 7,858.42
Office Machines Classroom	5,625.00	300.00	300.00	5,325.00	3,130.00	2,195.00
Musical Instruments	10,000.00	1,201.00	5,500.66	4,499.34	2,244.80	2,254.54
Musical Instruments - Title VI	4,000.00	-0-	4,000.00	-0-	-0-	-0-
Science Equipment	34,800.00	1,872.77	28,810.59	5,989.41	18,516.09	(12,526.68)
Science Equipment - Title VI	63,258.65	-0-	-0-	63,258.65	-0-	63,258.65
Audio Visual Equipment	7,755.00	-0-	-0-	7,755.00	-0-	7,755.00
Audio Visual Equipment - Title VI	51,393.60	-0-	-0-	51,393.60	-0-	51,393.60
Data Process - Instru ct, Furniture	4,510.00	-0-	4,687.66	(777.66)	-0-	(177.66)
Data Process - Disc Packs	3,150.00	-0-	-0-	3,150.00	-0-	3,150.00
Data Process - Office Furn.	1,535.00	-0-	1,063.10	471.90	383.41	88.49
Nurses Office Equipment	1,850.00	-0-	244.09	1,605.91	126.61	1,479.30
Student Personnel Equip. & Furn.	17,425.00	1,041.45	12,858.79	4,566.21	1,198.12	3,368.09
Bookstore Equip. & Furniture	12,000.00	71.12	7,379.34	4,620.66	-0-	4,620.66
Instit. Dev. Equipment	1,000.00	-0-	-0-	1,000.00	210.91	789.09
Business Office Equipment	4,115.00	548.25	3,771.39	343.61	533.20	(189.59)
Drinking Fountains	800.00	-0-	-0-	800.00	-0-	800.00
Library Equipment	26,557.00	4,341.69	21,384.05	5,172.95	5,473.35	(300.40)
Art Department Equipment	-0-	-0-	1,774.15	(1,774.15)	2,057.84	(3,831.99)
Art Department Equipment - Title VI	2,776.00	-0-	-0-	2,776.00	-0-	2,776.00
Other Equipment, Title VI	571.75	-0-	-0-	571.75	-0-	571.75
Communications Equipment	-0-	-0-	393.00	(393.00)	-0-	(393.00)
Social Science Equipment	-0-	65.75	275.45	(275.45)	-0-	(275.45)
Administrative Office Equipment	-0-	-0-	120.45	(120.45)	-0-	(120.45)
TOTAL INSTRUCTIONAL EQUIPMENT	\$288,619.00	\$9,711.94	\$118,430.03	\$170,188.97	\$35,645.60	\$134,543.37
<u>Vocational Technical Equipment</u>						
Architecture	\$ 65,500.00	\$ -0-	\$ -0-	\$ 65,500.00	\$ -0-	\$ 65,500.00
Law Enforcement	5,500.00	-0-	-0-	5,500.00	-0-	5,500.00
Closed Circuit TV	13,153.00	-0-	-0-	13,153.00	-0-	13,153.00
Dental Program Equipment	2,000.00	-0-	-0-	2,000.00	-0-	2,000.00
Business	19,500.00	-0-	-0-	19,500.00	-0-	19,500.00
Data Processing	80,656.00	-0-	48,486.76	32,169.24	-0-	32,169.24
Nursing	2,050.00	-0-	461.12	1,588.88	-0-	1,588.88

WILLIAM RAINEY HARPER COLLEGE

DISTRICT NO. 512

SITE AND CONSTRUCTION FUND

PROJECT BUDGET SEPTEMBER 1, 1966 - FEBRUARY 29, 1968

EXPENDITURES	PROJECT BUDGET		MONTH OF FEBRUARY		PROJECT TO DATE		BALANCE	ENCUMBRANCES	UNENCUMBERED BALANCE
	BUDGET	TO DATE	FEBRUARY	-0-	\$	\$			
Mechanical Design	\$ 254,747.00		\$11,356.37		\$ 17,647.48		\$237,099.52	\$ 136.49	\$236,963.03
Numerical Control	121,455.00		-0-		-0-		121,455.00	-0-	121,455.00
Electronics	184,463.00		14,526.22		138,006.40		46,456.60	11,527.50	34,929.10
TOTAL VOCATIONAL TECH. EQUIPMENT	\$ 749,024.00		\$25,882.59		\$204,601.76		\$544,422.24	\$11,663.99	\$532,758.25
TOTAL EQUIPMENT	\$1,037,643.00		\$35,594.53		\$323,031.79		\$714,611.21	\$47,309.59	\$667,301.62
TOTAL EXPENDITURES	\$8,624,175.90		\$35,594.53		\$5,228,078.31		\$3,396,097.59	\$52,501.44	\$3,343,596.15

SOURCES OF FUNDING, PHASE I:

Federal HEFA (HEW)	\$2,835,820.00
State	
I. B. A. Bond Proceeds	
Local	
Cash	\$2,557,469.43
Land (82.37 acres)	411,850.00
Other Credits	654,287.23
TOTAL PROJECT BUDGET, PHASE I	<u>\$14,494,426.66</u>

CASH STATEMENT

Cash Balance, 1/31/68	\$21,191.38
Add: Cash Receipts	
Interest	1,814.58
Less: Cash Disbursements	
Accounts Payable	17,098.45
Cash Balance, 2/29/68	<u>\$ 5,907.51</u>

ESTIMATED SOURCES OF FUNDING, PHASE II:

Non-Cash items to be submitted to I. B. A.:	
Transfer of Land 136 acres @\$5000.00	\$ 680,000.00
Transfer of Power Plant Addition "B"	110,000.00
50% of Consultant's Fees deferred from Phase I	35,537.85
Architects fees, Phase II and Interiors	\$03,700.00
Construction Payout, Phase II	\$1,629,237.85
TOTAL CASH & NON-CASH ITEMS TO BE SUBMITTED	<u>1,876,276.97</u>
I. B. A. Funding, 3 x \$3,505,514.82	\$3,505,514.82
TOTAL ESTIMATED FUNDING, PHASE II	<u>\$14,022,059.28</u>

*Subject to any equipment or other expenditures not budgeted.

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
BOND AND INTEREST FUND
STATEMENT OF POSITION, FEBRUARY 29, 1968

<u>ASSETS</u>	<u>ACCOUNT NUMBER</u>	<u>2/29/68 BALANCE</u>	<u>ENCUMBRANCES</u>	<u>UNENCUMBERED BALANCE</u>
Cash in Bank:				
First National Bank of Chicago	101.31	\$ 6,157.33	-0-	\$ 6,157.33
Investments:				
Interfund Receivables - Site & Construction Fund	102.10 103.60	111,910.96 53,094.42	-0- -0-	111,910.96 53,094.42
Accounts Receivable-Current Taxes	105.10	9,278.27	-0-	9,278.27
TOTAL ASSETS		<u>\$180,440.98</u>	<u>-0-</u>	<u>\$180,440.98</u>
 <u>LIABILITIES</u>				
Reserve for Encumbrances	210.90	\$ -0-	\$150,875.63	\$150,875.63
TOTAL LIABILITIES		<u>\$ -0-</u>	<u>\$150,875.63</u>	<u>\$150,875.63</u>
 <u>FUND BALANCE</u>				
Fund Balance	300.00	<u>\$180,440.98</u>	<u>(\$150,875.63)</u>	<u>\$ 29,565.35</u>
TOTAL LIABILITIES & FUND BALANCE		<u>\$180,440.98</u>	<u>\$ -0-</u>	<u>\$180,440.98</u>
 <u>SUMMARY OF FUND BALANCE</u>				
Balance, June 30, 1967		\$ 53,094.42	-0-	\$ 53,094.42
Add: Revenue to Date		466,769.74	-0-	466,769.74
		<u>\$519,864.16</u>	<u>\$ -0-</u>	<u>\$519,864.16</u>
Deduct: Expenditures to Date		339,423.18	150,875.63	490,298.81
Balance, February 29, 1968		<u>\$180,440.98</u>	<u>(\$150,875.63)</u>	<u>\$ 29,565.35</u>

BOND & INTEREST FUND --- BUDGET REPORT
EIGHT MONTHS ENDED FEBRUARY 29, 1968

EXPLANATION REVENUE	ACCOUNT NUMBER	BUDGET	MONTH OF FEBRUARY	YEAR TO DATE	BALANCE	ENCUM- BRANCES	UNENCUMBERED BALANCE
Current Taxes	400.00						
Interest on Investments	401.10	\$462,981.00	-0-	\$462,981.00	\$ -0-	-0-	-0-
1966-67 Fund Balance	404.00	-0-	-0-	3,788.74	(3,788.74)	-0-	-0-
TOTAL REVENUE	300.00	\$ 53,094.42	-0-	-0-	53,094.42	-0-	-0-
		\$516,075.42	-0-	\$466,769.74	\$49,305.68	-0-	-0-
EXPENDITURES							
Fixed Charges	500.00						
Interest on Bonds	508.00						
Service Charge on Bonds	508.83	\$489,930.05	-0-	\$339,238.80	\$150,691.25	\$150,691.25	-0-
TOTAL EXPENDITURES	508.84	-0-	-0-	184.38	(184.38)	184.38	(368.76)
		\$489,930.05	-0-	\$339,423.18	\$150,506.87	\$150,875.63	(\$368.76)
FUND BALANCE - 6/30/67	300.00	\$ 26,145.37	-0-	\$ -0-	\$ 26,145.37	-0-	\$ 26,145.37
TOTAL EXPENDITURES & FUND BALANCE		\$516,075.42	-0-	\$339,423.18	\$176,652.24	\$150,875.63	\$ 25,776.61

CASH STATEMENT:

Cash Balance, 1/31/68

\$ 2,276.92

Add: Cash Receipts

\$5,849.47

Taxes

Interest

Net Investments

Other

5,849.47

8,126.39

Less: Cash Disbursements

Bond Interest

Bond Service Charge

Net Investments

Cash Balance, 2/29/68

\$1,969.06

1,969.06

\$6,157.33

WILLIAM RAINEY HARPER COLLEGE
DISTRICT NO. 512
TRUST AND AGENCY FUND
STATEMENT OF POSITION, FEBRUARY 29, 1968

<u>ASSETS</u>	2/29/68
Cash in Bank:	<u>BALANCE</u>
Work Study & Grant Sub-Fund	\$ 8,764.29
Data Processing Sub-Fund	9,020.00
Loan Sub-Fund	(997.60)
Scholarship Sub-Fund	1,266.92
Student Activity Sub-Fund	5,902.39
Agency Clearing Sub-Fund	64.10
	<u>\$24,020.10</u>
Accounts Receivable-Scholarship Sub Fund	\$ 127.00
Loans Receivable - Loan Sub-Fund	1,097.60
Interfund Receivables - Building Fund	2,784.60
Interfund Receivables - Educational Fund	15,516.00
Other - Student Activities	-0-
TOTAL ASSETS	<u>\$43,545.30</u>

<u>LIABILITIES</u>	
Interfund Payables -	\$
Educational Fund from Work Study Fund	2,971.17
Educational Fund from Loan Fund	-0-
Educational Fund from Scholarship Fund	889.01
Educational Fund from Student Activity Fund	-0-
Other Liabilities - Agency Clearing	27.00
TOTAL LIABILITIES	<u>\$ 3,887.18</u>

<u>FUND BALANCE</u>	
Fund Balance -	
Work Study & Grant Sub-Fund	\$ 8,577.72
Data Processing Sub Fund	9,020.00
Loan Sub-Fund	100.00
Scholarship Sub-Fund	504.91
Student Activity Sub-Fund	19,690.39
Agency Clearing Sub-Fund	1,765.10
TOTAL LIABILITIES & FUND BALANCE	<u>\$43,545.30</u>

<u>SUMMARY OF FUND BALANCE</u>	
Balance, June 30, 1967	\$ 857.27
Add: Revenue to Date	80,546.62
	<u>\$81,403.89</u>
Less: Expenditures to Date	41,745.77
FUND BALANCE, February 29, 1968	<u>\$39,658.12</u>

WILLIAM RAINEY HARPER COLLEGE
 STATEMENT OF OPERATIONS -- BOOKSTORE
 AUGUST 21, 1967 to FEBRUARY 29, 1968

	<u>SUPPLIES</u>	<u>BOOKS</u>	<u>TOTAL</u>
Sales	\$11,693.26	\$99,397.73	\$111,090.99
Less Returns	146.92	7,219.49	7,366.41
Net Sales	<u>\$11,546.34</u>	<u>\$92,178.24</u>	<u>\$103,724.58</u>
Cost of Sales			
Purchases	\$17,577.57	\$89,066.01	\$106,643.58
Less Inventory	<u>10,495.47</u>	<u>17,970.96</u>	<u>28,466.43</u>
	\$ 7,082.10	\$71,095.05	\$ 78,177.15
Gross Profit on Sales	\$ 4,464.24	\$21,083.19	\$ 25,547.43
	<u>38.7%</u>	<u>22.9%</u>	<u>24.8%</u>
Other Expenses			
Salaries			\$ 9,769.55
Travel			177.00
Other Expenses			<u>1,029.33</u>
			<u>\$10,975.88</u>
Net Profit			<u>\$14,571.55</u>

WILLIAM RAINEY HARPER COLLEGE
STATEMENT OF OPERATIONS -- CAFETERIA
SEPTEMBER 13, 1967 to FEBRUARY 29, 1968

Sales		\$14,300.25
Cost of Sales		
Purchases	\$7,909.31	
Less Inventory	<u>694.58</u>	
Cost of Sales		<u>\$ 7,214.73</u>
Gross Profit		<u>\$ 7,085.52</u>
Salaries	\$4,385.00	
Other Expenses	<u>995.35</u>	
Net Profit		<u><u>\$ 1,705.17</u></u>

RECOMMENDATIONS ON ADJUSTMENTS
AND/OR PROMOTIONS IN RANK

I. Promotions

- A. Roy Sedrel - to assistant professor
- B. John Upton - to assistant professor

II. Adjustments

- A. Charles Falk - to assistant professor
- B. Rosario DePalma - to associate professor

III. Recommendation

The aforementioned teaching faculty candidates (Falk and DePalma) have been processed through promotions procedures established by Board policy. The promotions committee, the deans, and the president concur with these adjustments, therefore, it is my recommendation that Messrs. Falk and DePalma be promoted to their respective ranks.

In the case of Sedrel and Upton, these two gentlemen are being given rank for the first time because they wished to delay their appointment to rank at the time initial appointments were made. They have both followed the appropriate procedure to be considered for rank and both meet fully the criteria for the rank of assistant professor in accordance with Board policy. It is my recommendation, therefore, that Messrs. Sedrel and Upton be given the rank of assistant professor.

A full explanation of the promotions process will be given to the Board at the time of the meeting. I will discuss, not necessarily by name, but the numbers of people who were refused rank either by the promotions committee or the president.

WILLIAM RAINEY HARPER COLLEGE
PALATINE, ILLINOIS

March 12, 1968

TO: Board of Trustees

FROM: Board Salary Committee

SUBJ: 1968-1969 Salary Proposal Recommendation

INTERIM SALARY PROGRAM
FOR THE COLLEGE YEAR 1968-1969

I.	<u>Instructor</u>	<u>Asst. Professor</u>	<u>Assoc. Professor</u>	<u>Professor</u>
Range	\$ 8,000 12,500	\$ 9,150 15,000	\$ 10,300 17,600	\$ 11,450 20,300

This interim program is approved by the Board of Trustees for the year in question with the understanding that the faculty will submit an acceptable evaluation system that is compatible with faculty rank in higher education. It is recommended that this be brought to the Board no later than their second meeting in October 1968.

- II. It is recommended that the salary schedule for part-time, temporary and summer school be increased by \$50.00.
- III. It is recommended that any surplus funds remaining after the close of summer school will be distributed to the summer school instructors. Surplus funds will be those that remain after all summer school expenses are subtracted from all summer school income.

March 22, 1968

EXHIBIT C - 1
FOR BOARD ACTION

I. Subject:

Budget revision to accommodate the purchase of the duplicating department equipment previously approved by the Board.

II. Reason for Consideration by the Board:

The Board previously approved the purchase of a copying and offset printer with the understanding that a budget revision would be necessary to accommodate this purchase.

III. Recommendation:

It is recommended that \$3,000 from account no.501.32 Copying Supplies, and \$2,500 from account no. 508.61 Rental of Equipment, be transferred to account no. 563.0 Capital Outlay.

March 21, 1968

EXHIBIT C - 2
FOR BOARD ACTION

I. Subject:

Budget amendment to accommodate the \$17,300 administrative and physical education remodeling project.

II. Reason for Consideration:

At its last meeting the Board approved the subject proposal with the understanding that a budget transfer would be required in order to fund this project.

III. Analysis:

Funds are available in account no. 563.0 Additional Equipment, because equipment delivery and installation for the vocational technical program has been well below the budget estimate. Cost estimate for the total barn remodeling is attached.

IV. Recommendation:

It is recommended that \$17,300.00 be transferred from account no. 563.0 Additional Equipment to account no. 562.0 Conversion of North Stall Area-- \$10,700, and \$6,600 to account number 506.15 Maintenance Staff.

WILLIAM RAINEY HARPER COLLEGE
PALATINE, ILLINOIS

March 14, 1968

To: Dr. Robert E. Lahti

From: William J. Mann

Subject: Estimate--Labor and Material Cost Breakdown
by Proposed Facility

	<u>Labor</u>	<u>Material</u>	<u>Total</u>
A. Administrative Offices-- 2500 sq. ft.	\$5,327.00	8,872.00	14,199.00
B. Physical Education Shower and Locker Room	1,261.00	1,770.00	3,031.00
C. Library Tech Unit	700.00	416.00	1,116.00
D. Dry Storage Area	966.00	834.00	1,800.00
E. Reproduction Area	300.00	304.00	604.00
F. Central Receiving Area	312.00	324.00	636.00
G. Buildings and Grounds Area	<u>200.00</u>	<u>203.00</u>	<u>403.00</u>
ESTIMATED GRAND TOTAL	<u>\$9,066.00</u>	<u>12,723.00</u>	<u>21,789.00</u>
	<u>Labor</u>	<u>Material</u>	<u>Total</u>
Temporary Board Room Cost 601 sq. ft.	800.00	893.00	1,693.00 2.81/sq. ft.